



Thank you for choosing CJDA  
for your child's Dance Education!

*Our mission to provide the highest quality dance education to all students while creating a fun, nurturing, and positive atmosphere. Whether it is recreational or pre-professional training, we provide many programs to suit every student's need. We pride ourselves with keeping all music, costumes, and choreography age appropriate. Dance is a form of creative self-expression and we are dedicated in providing an atmosphere that every student feels comfortable to be able to express themselves through dance.*

**2021-2022 POLICIES: PLEASE READ THROUGH AND SIGN BELOW**

**SAFER STUDIO:** CJDA requires all staff and students to stay home when they are ill. In order to reduce community spread of Coronavirus, we follow best practices and recommendations from our local health department and from our industry associations, More Than Just Great Dancing!® CJDA focuses on a hierarchy of measures beginning with keeping ill people home, followed by frequent hand cleaning and good hygiene practices, and amplified cleaning.

**MASKS:** We will be following the Peabody Public School's protocols regarding masks. As we all know, this continuously proves to be a fluid and ever-changing situation. For the start of the year, **Masks will be required for all students ages 5 and up. Masks are recommended for ages 4 and under.** We will update you with any changes as they come through.

**WAITING ROOM:** Our waiting room will be "partially open". Only one parent of children 3 and under may wait in waiting room. Parents of ages 4 and up are asked to wait in your car, or feel free to run an errand! There is a coffee shop on the back side of the building :) If your child needs you, the front desk will contact you immediately. You, of course, may come in if you need a question answered, or you need to talk to a teacher.

**BATHROOM BREAKS:** Please encourage your child to use the bathroom **BEFORE** they come. This helps to avoid disruptions during class. If a parent is not there at the studio, a staff member will walk children under 7 to the bathroom.

**TUITION:** Tuition is due the first of each month September-May. We appreciate your prompt payments. A \$15 late fee will be applied to any accounts past due after the 10th. We know how busy life is, so for your convenience, we offer "Auto-Pay" which is an automatic bank account debit or automatic credit card payment. If you prefer to pay in cash or check, please do so prior to the 1<sup>st</sup> of the month! Please note: Tuition rates are for the whole season (September-May), not by the number of classes in the month. A full season of dance includes a minimum of 30 lessons. Tuition payments are non-refundable. If you need to withdraw, please send us an email and we will stop payments for the following month.

**RECITAL COSTUME DEPOSITS:** Costume deposits are due November 1st and December 1st. They are \$30 each for 3-6 years olds and \$32.50 each for ages 7 & up. This charge will be automatically debited with the tuition payment. Costume fees are non-refundable.

**COMMUNICATION:** We go to great lengths to keep you informed and up to date. We send a **MONTHLY NEWSLETTER** via email that includes what you need to know during that month. *Please make sure you are on our email list.* We also post information in our lobby, website, and update social media (Facebook, Twitter, and Instagram) periodically. Be sure to "like" us "and "follow" us! We also have a special "Parent Page" On FaceBook "CJDA Parents and Students Private Group".

**ATTENDANCE:** Attendance is vital to student progress and group choreography. If you are sick, please call the studio to let us know. You may make up any missed class by coming to another class of the same age and level.

**SNOW DAYS:** In the event of a snowstorm, there will be a recording on the studio's voicemail, our social media pages, and we will send an email. We **do not** always follow the Peabody Public school system.

**DANCE BAG:** Dance shoes should not be worn outside. Please use a dance bag to carry them in with you. Be sure to **write your name in the shoes.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_